

RESOLUTION NO. 5025

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF
THE CITY OF WESTMINSTER PROVIDING FOR A
COMPENSATION PLAN FOR PART-TIME EMPLOYEES OF
THE CITY OF WESTMINSTER

WHEREAS, the City of Westminster has established the need for various part-time classifications; and

WHEREAS, it is necessary to establish a compensation plan for the various part-time classifications utilized by the City of Westminster; and

WHEREAS, periodically, changes to State of California minimum wage law require the salary schedule for the City of Westminster part-time classifications to be updated; and

WHEREAS, the State of California mandates the minimum wage increase from \$13.00 per hour to \$14.00 per hour; and

WHEREAS, the City of Westminster part-time salary schedule is updated to reflect changes to the minimum wage and several other salary adjustments to reduce or eliminate salary compaction as indicated in Exhibit A to this resolution which will be effective December 19, 2020.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of Westminster take the following actions:

SECTION 1. ALLOCATION TO SALARY SCHEDULE. The part-time positions listed on Exhibit A to this resolution are allocated to the hourly salary ranges as indicated on Exhibit A effective December 19, 2020.

SECTION 2. STEP ADVANCEMENT. Employees must work 500 hours at each step before being eligible for a step advancement. Exhibit A attached to this resolution lists each position and its corresponding steps.

SECTION 3. ALL RESOLUTIONS IN CONFLICT. All resolutions of the City of Westminster in conflict herewith are hereby repealed. This resolution shall become effective December 19, 2020.

SECTION 4. The City Clerk shall certify to the passage and adoption hereof.

PASSED, APPROVED AND ADOPTED this 9th day of December 2020 by the following vote:

AYES:	COUNCIL MEMBERS:	TA, HO, CONTRERAS, DO, NGUYEN
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	NONE



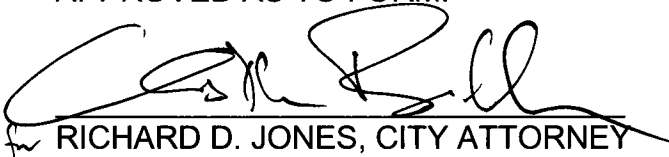
TRI TA, MAYOR

ATTEST:



CHRISTINE CORDON, CITY CLERK

APPROVED AS TO FORM:



RICHARD D. JONES, CITY ATTORNEY

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF WESTMINSTER)

I, CHRISTINE CORDON, hereby certify that I am the duly appointed City Clerk of the City of Westminster and that the foregoing resolution was duly adopted at a regular meeting of the City Council of the City of Westminster held on the 9th day of December 2020.



Christine Cordon, City Clerk

RESOLUTION NO. 5025 - EXHIBIT A
WESTMINSTER PART-TIME SALARY SCHEDULE
EFFECTIVE DECEMBER 19, 2020

	Title	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H
H11	Administrative Aide	16.98	17.83	18.72	19.66	20.64	21.67	22.75	
H05	Administrative Assistant/Analyst - part-time	20.34	21.36	22.42	23.55	24.72			
H27K	Administrative Assistant/City Council	24.28	25.49	26.77	28.11	29.51	30.99		
H26	Animal Control Officer - part-time	16.44	17.26	18.13	19.03	19.98	20.98		
H02C	Civilian investigator	16.76	17.60	18.48	19.40	20.37	21.39		
H97	Clerk-Typist								
H02A	Code Enforcement Officer - part-time	16.98	17.83	18.72	19.66	20.64			
H93A	Community Engagement Coordinator	18.00	18.90	19.85	20.84	21.88			
H92B	Community Outreach Worker	14.00	14.70	15.44	16.21	17.02			
H02A	Community Preservation Officer – part-time	16.98	17.83	18.72	19.66	20.64			
H88	Computer Specialist	16.09	16.89	17.74	18.63	19.56			
H14	Council Liaison								
H09	Crossing Guard	14.00	14.70	15.44					
H37	Crossing Guard Coordinator	16.21	17.02	17.87					
H93B	Family Support Advocate	16.43	17.25	18.11	19.02	19.97	20.97	22.02	
H08	Finance Aide	14.00	14.70	15.44	16.21	17.02	17.87		
H35	Identification Technician	14.00	14.70	15.44	16.21				
H93C	Information & Referral Specialist	14.00	14.70	15.44	16.21	17.02	17.87		
H16B	Intern - all departments	14.00	14.70	15.44	16.21	17.02	17.87		
H40	Lifeguard								
H98A	Maintenance Helper	14.00	14.70	15.44	16.21	17.02	17.87		
H291	Mechanic/Body Repair Worker- Part Time	22.34	23.46	24.63	25.86	27.15	28.51		
H06A	Nutritionist	14.00	14.70	15.44	16.21	17.02			
H93D	Out of School Time Youth Leader-Childcare Work1	14.00	14.70	15.44	16.21	17.02			
H12	Parking Control Officer	17.00	17.85	18.74	19.68	20.66	21.70	22.78	23.92
22.51	Plan Checker/Inspector Aide	24.46	25.68	26.97	28.32	29.73	31.22		
H32	Planning Technician - part-time	24.46	25.68	26.97	28.32	29.73	31.22		
H81A	Police Aide	14.00	14.70	15.44	16.21	17.02	17.87		
H99	Police Dispatcher - part-time	22.97	24.12	25.32	26.59	27.92	29.32	30.78	32.32
H89A	Police Officer Recruit	21.00							
H03A	Police Reserve Officer (Grade A)	14.00	14.70	15.44	16.21	17.02	17.87		
H86	Police Reserve Officer (Grade B)	14.65	15.38	16.15	16.96	17.81	18.70		
H90	Police Reserve Officer (Grade C)	16.76	17.60	18.48	19.40	20.37	21.39		
H65	Project SHUE Program Director	17.87	18.76	19.70	20.68	21.72			
H03	Project SHUE Senior Assistant	14.00	14.70	15.44	16.21	17.02			
H02D	Property Control Clerk - part-time	16.62	17.45	18.32	19.24	20.20	21.21		
H92C	Public Information Clerk	14.00	14.70	15.44	16.21	17.02			
H22	Recreation Coordinator	19.70	20.68	21.72	22.80				
H30	Recreation Leader	14.00	14.70	15.44					
H08A	Research Assistant								
H41	Research Associate								
H18	Secretary								
H72	Senior Lifeguard	16.21	17.02	17.87					
H70	Senior Recreation Leader	16.21	17.02	17.87	18.76				
H92	Special Services Clerk	14.00	14.70	15.44	16.21	17.02			
H80	Summer Pool Manager	18.76	19.70	20.68					
H12A	Transportation Coordinator	22.98	24.13	25.34	26.61	27.94	29.33		
H15	Van Driver	17.15	18.01	18.91	19.85	20.85	21.89		
H71	Water Safety Instructor	14.00	14.70	15.44					